

District 17 District Integrating Committee

Ohio Public Works Commission

APPLICATION CHECKLIST UPDATED FOR ROUND 29-<http://www.pwc.state.oh.us>

- Application for Financial Assistance, available on OPWC website.
- A certified copy of the legislation by the governing body of the applicant.
- A certification from the applicant's Chief Financial Officer listing all local share funds budgeted, the source of the funds, and the date they are anticipated to be available.
- A registered professional engineer's estimate of the project's useful life. (Weighted useful life required for projects involving more than one type of infrastructure)
- Detailed cost estimate with both construction and engineering costs (if applicable) and engineer's original signature and seal. This should also show in-kind costs.
- Engineer Project Status Certification (Last page of the Ranking Criteria)
- An updated Capital Improvement Summary and 5-Year Plan. Complete inventory only required from new applicants who have not applied for funds in the past.
- Water & sewer rates for all water & sewer projects (based now on 4500 gallons per month). Include copy of ordinances that establish rates.
- 10 Item Narrative Form. Missing information could result in loss of valuable points. (Required by District 17)
 1. Number of beneficiaries for water/sewer projects or traffic count for roads/bridges
 2. Age of last improvement and condition of the infrastructure
- Map showing project location

Items that are to be included, if applicable to this project:

_____ If "in-kind" is shown in budget, you must include a summary page showing calculation of labor, materials, and equipment costs (ODOT rates). Materials purchased by a government entity are subject to MBE requirements. (In-kind should also be shown on the engineer's cost estimate.)

- Photos, as appropriate
- A copy of the multi-jurisdictional cooperation agreement if more than one entity is involved in the project
- Farmland Preservation Narrative written by County or Regional Planning Commission, not the applicant's planning commission or engineer.
- Floodplain Permit, if required **See Exhibit FEMA - FIRM Map of Ashville Area**
- Funding Commitment Letters from agencies assisting with match funds, such as CDBG, OWDA, EPA, etc.